



Invitation to Bid HNS-20-9

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening: HNS-20-9

Project Address: 822 CORWIN DRIVE		SAFE HOME CHARLOTTE • NO LEAD
Bid Walk: THURSDAY AUGUST 08 , 2019 @ 9:00 AM		
Bid Opening: TUESDAY AUGUST 20 , 2019 @ 2:00PM		
Client Name:		Contact Number:
Project Manager: James Mahon		Contact Number: 704-432-2321

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at James Mahon (cell # 704-614-6655).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be opened at 600 East Trade St. immediately following the above due date and time.



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **822 CORWIN DRIVE** to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$ _____)

Written total

Specs Dated: 08/2/19 Number of Pages: 7

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

Project Schedule: *Minimum Start Date*

Completion Deadline:

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature: Date:



Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

James Mahon
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 29202
PH: (704) 432-2321
Fax: (704) 336-3489



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Response Due: 8/20/2019 2:00 PM

Prepared By:

City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address: 822 Corwin Dr.
Charlotte, NC 28213

Owner: Nalo Elbey

Owner Phone: Home: (704) 302-2167

Structure Type: Single Unit

Program(s): X - Safe Home FY 2015

Square Feet: 1480

Healthy Homes

Year Built: 1968

Tested- NO LEAD

Property Value: 81000

SHFY19 Pre-Approved

Tax Parcel: 08919213

SH2019 Eligible

Census Tract:

Property Zone:

Repairs

Description

Floor

Room

Exterior

Prep & Paint Room Semi Gloss

KITCHEN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Cabinets Wall

KITCHEN

Replace wall cabinets. Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.



Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Cabinets Base

KITCHEN

Replace base cabinets. Cabinets to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Counter Tops Replace

KITCHEN

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Double Bowl Sink Complete

KITCHEN

Install a 18 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Range Hood Exterior Vented

KITCHEN

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

17" Height Commode Replace

BATHROOM- MASTER

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Work Specification

Ceramic Tile Repair

BATHROOM- MASTER

Trim out tile work at shower surround.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Vanity/ Counter Top/ Sink

BATHROOM- MASTER-Upstairs

Install new vanity cabinet complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates.

Vanity medicine cabinet/mirror to remain.

* In Powder room - Hall U/S Bath.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Wall Finish Repair

BATHROOM - MAIN- Downstairs

Repair wall finish. Patch drywall or plaster holes in wall greater than one inch. All others use an adhesive mesh and mud over the mesh with the appropriate material. Wet sand smooth.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Prep & Paint Room Semi Gloss

BATHROOM - MAIN-D/S

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

* Paint Ceiling - White.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Exterminate Insects

GEN REQ

Exterminate for insects. Include a one year warranty. All extermination shall be performed by a licensed contractor.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Exterminate Termites

GEN REQ

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Work Specification

Clean out Debris

Remove and properly dispose of debris.

FOUND CRAWL

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

Vapor Barrier

Lay 6 mil poly vapor barrier on ground in crawl space and 6" up foundation walls. Overlap seams by 2' and secure with duct tape.

FOUND CRAWL

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

Crawl Space Access Door

Install a 3/4" pressure treated plywood access door in a 2" x 4" pressure treated frame. Provide galvanized iron hinges and hasp.

FOUND CRAWL

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

Exterior Handrails-Rear

Remove existing handrails. Dispose of properly. Re-install handrails to current building code- specified metal or treated lumber. Size & dimensions to code.

STAIRS & STEPS

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

Handrail Install

Install handrail for interior stairs on one side of the stairwell to Code.

STAIRS & STEPS

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

Prep & Paint Room Flat

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

STAIRS & STEPS

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

Work Specification

Vinyl Window EXTERIOR Exterior

Dispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW- E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill. Any windows replaced in a bathroom must have tempered glass.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Tear Off & Re-Roof Shingles * HEALTHY HOMES EXTERIOR Exterior

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Vinyl Soffit & Aluminum Fascia EXTERIOR Exterior

Install vented vinyl soffit to roof edges, ensuring existing soffit is opened up to allow attic ventilation. Install solid vinyl soffit to all gable overhangs. Wrap all fascia and wood trim with PVC coated aluminum coil stock.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Aluminum Storm Door EXTERIOR Exterior

Install an aluminum combination storm and screen door. Complete with self closer and locking hardware.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Install Exterior Handrails-Front EXTERIOR Exterior

Install Code approved handrails at front porch.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Work Specification

Complete System Replacement-Gas Furnace, Air Conditioner, and Duct System

Completely remove all existing HVAC system components, including boots and grilles. Design and install a new complete, fully functioning HVAC system with a gas furnace, air conditioner, and ductwork with all the necessary equipment and accessories to meet the requirements of the NC Codes and the Construction Specifications.

Scope of work includes all repairs to the structure and finish surfaces that are necessary due to the removal of the old system and the installation of the new system.

Bid Cost:

X

=

Base

Quantity

Total Cost

Attic Insulation Increase to R-38

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

Bid Cost:

X

=

Base

Quantity

Total Cost

Replace/ Refasten Any Loose/ Missing Or Decayed Exterior Lumber

Remove & replace any decayed wood products to be painted under paint scope of work or covered over by vinyl product or coil stock. Refasten any loose wood products with proper fasteners.

Bid Cost:

X

=

Base

Quantity

Total Cost

Prep & Paint Exterior Surfaces

Prep and paint all exterior painted surfaces. Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.

Bid Cost:

X

=

Base

Quantity

Total Cost

All Contractor's Project Requirements

The contractor is responsible for:

Obtaining all permits required. Said permits shall include all items in this scope of work.

Provide temporary toilet facilities from job start until the completion of work.

Provide AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost:

X

=

Base

Quantity

Total Cost

Work Specification

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____